



## COVID-19 HEALTH PROCEDURES SUMMARY FOR LEXINGTON CITY SCHOOLS

### Daily Health Screening:

Parents are required to screen their child for illness and symptoms each morning prior to school. Staff are required to self-screen for illness and symptoms each morning prior to reporting to work. Students and staff will check their temperature before reporting to school/work. Any student or staff member self-reporting symptoms should not come to school.

**If a student is ill and you are keeping them home, please contact your school nurse immediately.** Below is a guide to help you decide if your child has Covid-19 symptoms. Please include a description of symptoms to the nurse when you call.

### When to stay home:

Students will be required to stay home for **24 hours after a fever has subsided without using fever-reducing medications**. They will not be allowed to participate in school-based activities or remain in contact with others if they display symptoms of respiratory illness or any COVID-19 symptoms. These symptoms will include:

- Fever over 100.4
- New Cough that cannot be attributed to another health condition
- New Shortness of breath that cannot be attributed to another health condition
- Fatigue
- Muscle or body aches (myalgia) that cannot be attributed to another health condition of specific activity (such as physical exercise)
- New loss of smell or taste
- New sore throat that cannot be attributed to another health condition
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

According to VDH and CDC guidance, if a student or staff member falls in one of the categories below, they must follow the included protocol before returning to work/school.



- i) Confirmed or clinically suspected case of COVID-19 by medical professionals - A 10-day minimum isolation period is required. In addition to this period, the person must be fever-free for 24 hours with improved symptoms before returning to work/school.
- ii) Exposure to a medically confirmed case of COVID-19 - 14 days of quarantine are required AFTER the last contact with the confirmed case. (Hypothetically, one could potentially have to quarantine for 24 or more days).

### **Student and Staff COVID-19 Education:**

LCS will provide training for all staff and students on personal hygiene practices that prevent the spread of COVID-19, such as hand washing and covering coughs. This training will be completed by division level personnel for all staff, and by classroom teachers for all students immediately upon their physical return to school (Phase III). Resources with this information will be sent home for students and families to review prior to the first day of school.

### **Face Coverings:**

Cloth face coverings will be required for all staff and students who are physically able to wear them at all times while in the school building, at arrival and dismissal times, and when on the bus. Staff will not be required to wear a cloth face covering when working alone in their classroom/office. Staff and students will not be required to wear a cloth face covering while eating or drinking or while outside while maintaining physical distance. Designated “mask breaks” will be provided when outside and during “no-talk” instructional times.

### **Health Services:**

LCS will continue all typical health services offered at school. To prevent exposure to students who may be sick, medications and first aid will be delivered in a separate space from where sick children will be attended to. Lay staff trained by school nurses will be designated to assist should a sick child require isolation to prevent the potential spread of COVID-19. Individual healthcare plans will address COVID-19 for students with health needs.

Each building will have a dedicated isolation area for students who present with symptoms of COVID-19 that is separate from areas that may be used regularly. This area will not be used for any other purpose at any time and will be disinfected after use.

### **Building and Classroom Changes:**

Vinyl floor markings will be installed and signage will be displayed to create a visual reminder of appropriate physical distancing in hallways and other areas of the school where appropriate. Materials promoting healthy hygiene will be posted in the entrances, hallways, classrooms, food service areas, restrooms, clinics. Classroom layouts have been modified to create 6 feet of



physical distance between students. Congregate gatherings will be eliminated and/or modified during Phase III to meet guidelines. Staff will monitor students moving throughout the building when travel is necessary.

### **Arrival/Dismissal:**

In order to minimize risk during arrival and dismissal times, multiple entry and exit points will be utilized. Students will go directly to their home rooms upon arrival. Student dismissals will be staggered in time to prevent large groups during these times. Students and staff will be required to wear face coverings during arrival and dismissal.

### **Shuttle Bus:**

The LCS activity bus will be used for only those families who need transportation. This will allow us to keep our numbers at a manageable level to adhere to distancing guidelines. Face coverings will be required of all passengers at all times on the bus.

### **Meals:**

Breakfast will be available to students in a grab-and-go bag that they will take to their classroom. For lunch, meals will be delivered to the classroom for students in grades 3 and up. Students in grades K-2 will receive meals in the school cafeteria. The volume of students will be lower than guidelines, and physical distancing will be adhered to. Disinfecting will occur before new groups of students use the facility.

### **Planning for closure due to severe conditions:**

Should the community transmission rate increase, LCS will collaborate with community partners, including the Central Shenandoah Health District, to limit in-person activities and transition students to virtual learning and/or Phase II restrictions. LCS will stay in compliance with all CDC guidelines and consult with VDOE and VDH as needed.

Decisions to close a school or schools will be made on a case-by-case basis and in consultation with our local health department. The size of the class, extent of social distancing in place while the ill persons were present and infectious, extent of interaction and exposure in the area, and location of the case(s) in the class will be assessed to determine the potential risk to others. Recommendations will be based on these assessments of risk and how instruction can continue in as safe a manner as possible.

LCS may decide to close a school or schools for deep cleaning and revert to 100% virtual instruction if a school does not have enough workforce to operate. Should a significant percentage of staff and/or students self-report COVID-19 symptoms with self-screenings, LCS



**may** close schools (or areas of the school) for up to 72 hours, or as long as recommended by VDH. In addition, this data will be reported to the Central Shenandoah Health District for ongoing consultation.

### **Additional Cleaning and Sanitizing:**

Cleaning protocol is being established and will be made available to staff and the public via the website. Routine cleaning by custodians will be scheduled to occur each day for frequently touched surfaces and high volume areas. Water fountains will be disabled at this time. Filling stations will remain in use. Student desks will be cleaned daily after use.

LCS has purchased and installed additional hand sanitizing stations for high volume areas (entrances, cafeterias, computer labs, etc.) in both schools.

When an individual becomes sick or presents with symptoms of COVID-19, custodial staff will be notified immediately. All areas that the individual has come in contact with will be cleaned and disinfected using EPA-registered disinfectants applied by trained staff. Classrooms where suspected cases are present will be cleaned and disinfected immediately while students and staff in the class are temporarily relocated. When possible, the room will be closed for at least 24 hours before cleaning and disinfection.

### **Communication:**

LCS will notify staff and parents when an individual in a class is sent home with symptoms of COVID-19 or when a lab-confirmed case is identified in the school. A letter will be sent home to parents only for the class potentially affected. Please keep in mind that COVID-19 symptoms mimic those of other illnesses including, but not limited to, the flu, strep throat, and the common cold. Those individuals who are sent home after displaying symptoms will be referred to their primary care physician for further evaluation. LCS will not identify the name of the ill individual per privacy laws.

### **Gathering/ Field Trips/ Volunteers:**

Classroom occupancy, group gatherings, recess, and all other activities will maintain six feet of physical distancing. There will be no gatherings over 250 people, with a goal of a maximum of 50 people whenever possible. LCS will not allow any field trips until conditions permit such. Parents, tutors, and other non-essential visitors to the school will not be permitted until further notice. Exceptions include: maintenance staff or university education students if placed in the school. These visitors will be required to wear a face covering, complete a self-screening, and have a temperature check upon arriving at school.



If you need additional information, please contact your school's main office or call 463-7146.  
Thank you.